

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SUPPORT SERVICES

DATE: AUGUST 24, 2012

COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:

SUPERVISORS TAYLOR
STRAINER
LOEB
MCDEVITT
FRASIER
MASON
VANSELOW

JULIE PACYNA, PURCHASING AGENT
ROBERT METTHE, DIRECTOR OF INFORMATION TECHNOLOGY
AMANDA ALLEN, DEPUTY CLERK OF THE BOARD
KEVIN GERAGHTY, BUDGET OFFICER
SUPERVISOR THOMAS
CHARLENE DiRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

Mr. Taylor called the meeting of the Support Services Committee to order at 11:13 a.m.

Motion was made by Mr. Strainer, seconded by Mr. Loeb and carried unanimously to approve the minutes of the previous meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Julie Pacyna, Purchasing Agent, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Ms. Pacyna presented a request to authorize Chairman Stec to sign an application to access the New York State Surplus Equipment listings available to Municipalities with the Purchasing Agent as the primary contact for Warren County. She said the request was on behalf of Brian LaFlure, Director of the Office of Emergency Services/Fire Coordinator, who believed the majority of the surplus equipment would be available for little or no cost to the County.

Motion was made by Mr. Strainer, seconded by Mr. Mason and carried unanimously to authorize Chairman Stec to sign an application to access the New York State Surplus Equipment listings available to Municipalities with the Purchasing Agent as the primary contact for Warren County. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the September 21, 2012 Board meeting.*

Privilege of the floor was extended to Robert Metthe, Director of Information Technology (IT), who requested approval for an employee in the IT Department to enroll in three job related online courses through the Florida Institute of Technology. He noted the three courses pertained to data administration and he had requested the employee's enrollment in same. He said the cost of each course was \$1,600 which meant the reimbursement for the three courses would total \$2,400. He added the funds were available within his Departmental budget. *(Subsequent to the meeting it was determined that the cost of each course was \$1,650 making the total reimbursement for the three courses \$2,475.)*

Following a brief discussion, motion was made by Mr. Loeb, seconded by Mr. Vanselow and carried unanimously to approve the enrollment in the three job related courses as outlined above and to forward same to the Personnel Committee. *Copies of the Application for Approval to Enroll in Job-Related Courses by Employee forms are on file with the minutes.*

As there was no further business to come before the Support Services Committee, on motion made by Mrs. Frasier and seconded by Mr. Strainer, Mr. Taylor adjourned the meeting at 11:23 a.m.

Respectfully Submitted,
Charlene DiResta, Sr. Legislative Office Specialist